WYBC-THE YALE BROADCASTING COMPANY
INCORPORATED

PROGRAM DEPARTMENT

OCTOBER 4, 1948

TO: GENERAL MANAGER WNHC (1)
PROGRAM DIRECTOR WNHC (3)
TRANSMITTER WNHC (5)
WYBC PERSONNEL CONCERNED (6)
YALE POLITICAL UNION (5)

THE FOLLOWING PROCEDURE WILL GOVERN ALL SCHEDULED YALE POLITICAL UNION BROADCASTS ORIGINATED BY WYBC, THE YALE BROADCASTING COMPANY AND CARRIED THRU THE FACILITIES OF WNHC AND WNHC-FM.

BROADCAST DATE: TO BE SPECIFIED IN SEPARATE DIRECTIVES

BROADCAST TIME: 7:45-05 -- 8:14-30 PM

REBROADCAST TIME: IN THE EVENT ANY OF THE PARTICIPATING STATIONS CANNOT CARRY THE BROADCAST AT THE ORIGINAL TIME, THE PROGRAM DIRECTOR OF WYBC WILL BE INFORMED OF THEIR SCHEDULED REBROADCAST TIME 24 HOURS IN ADVANCE.

LINE FEED: WILL COMMENCE TO WNHC XMITTER AT 7:15 PM ON DAYS OF BROADCAST.

CUES: 7:45-05 PM (OPENING) (KEN WOOD) "GOOD EVENING. FROM STRATHCONA HALL ON THE CAMPUS OF YALE UNIVERSITY, THE YALE BROADCASTING COMPANY IS ABOUT TO BRING YOU AN ADDRESS BY....... ...... ETC" (MENTION OF YALE POLITICAL UNION ETC.

8:14-00 PM (CLOSING) (CLOSE OUT WILL BE READ WHETHER OR NOT SPEAKER HAS CONCLUDED. "FROM STRATHCONA HALL ON THE CAMPUS OF YALE UNIVERSITY, WE HAVE BROUGHT YOU AN ADDRESS BY........ ETC. "THIS PROGRAM ORIGINATED THRU THE FACILITIES OF THE YALE BROADCASTING COMPANY (14-30)"

PUBLICITY: THE YALE POLITICAL UNION WILL PROVIDE WYBC AND WNHC WITH PUBLICITY RELEASES CONCERNING THE SPEAKERS BEFORE BROADCAST DATES.

GENERAL: ALL ARRANGEMENTS PERTAINING TO THESE BROADCASTS WILL BE CONDUCTED WITH THE PROGRAM DEPARTMENT OF WYBC.

DAVID H.Z. JOHNSTON
PROGRAM DIRECTOR